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| ORGANISATION NAME: {org\_name}  LOCATION: {location}  SCOPE: {scope} | | |
| **4 Context of the organization** | C/NC | Evidences |
| **4.1 Understanding the organization**  **and its context** | {cn\_1} | **{ev\_1}** |
| **4.2 Understanding the needs and expectations**  **of interested parties** | {cn\_2} | **{ev\_2}** |
| **4.3 Determining the scope of the environmental**  **management system** | {cn\_3} | **{ev\_3}** |
| **4.4 Environmental management system** | {cn\_4} | **{ev\_4}** |
| **5 Leadership**  **5.1 Leadership and commitment** | {cn\_5} | **{ev\_5}** |
| **5.2 Environmental policy** | {cn\_6} | **{ev\_6}** |
| **5.3 Organizational roles, responsibilities and authorities** | {cn\_7} | **{ev\_7}** |
| **6 Planning**  **6.1 Actions to address risks and opportunities**  **6.1.1 General** | {cn\_8} | **{ev\_8}** |
| **6.1.2 Environmental aspects** | {cn\_9} | **{ev\_9}** |
| **6.1.3 Compliance obligations** | {cn\_10} | **{ev\_10}** |
| **6.1.4 Planning action** | {cn\_11} | **{ev\_11}** |
| **6.2 Environmental objectives and planning**  **to achieve them**  **6.2.1 Environmental objectives** | {cn\_12} | **{ev\_12}** |
| **6.2.2 Planning actions to achieve environmental objectives** | {cn\_13} | **{ev\_13}** |
| **7 Support**  **7.1 Resources** | {cn\_14} | **{ev\_14}** |
| **7.2 Competence** | {cn\_15} | **{ev\_15}** |
| **7.3 Awareness** | {cn\_16} | **{ev\_16}** |
| **7.4 Communication**  **7.4.1 General** | {cn\_17} | **{ev\_17}** |
| **7.4.2 Internal communication** | {cn\_18} | **{ev\_18}** |
| **7.4.3 External communication** | {cn\_19} | **{ev\_19}** |
| **7.5 Documented information**  **7.5.1 General** | {cn\_20} | **{ev\_20}** |
| **7.5.2 Creating and updating** | {cn\_21} | **{ev\_21}** |
| **7.5.3 Control of documented information** | {cn\_22} | **{ev\_22}** |
| **8 Operation**  **8.1 Operational planning and control** | {cn\_23} | **{ev\_23}** |
| **8.2 Emergency preparedness and response** | {cn\_24} | **{ev\_24}** |
| **9 Performance evaluation**  **9.1 Monitoring, measurement, analysis**  **and evaluation**  **9.1.1 General** | {cn\_25} | **{ev\_25}** |
| **9.1.2 Evaluation of compliance** | {cn\_26} | **{ev\_26}** |
| **9.2 Internal audit**  **9.2.1 General** | {cn\_27} | **{ev\_27}** |
| **9.2.2 Internal audit programme** | {cn\_28} | **{ev\_28}** |
| **9.3 Management review** | {cn\_29} | **{ev\_29}** |
| **10  Improvement**  **10.1 General** | {cn\_30} | **{ev\_30}** |
| **10.2 Nonconformity and corrective action**  10.3.**Continual Improvement:** | {cn\_31} | **{ev\_31}** |
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| **SURVEILLANCE**  **AUDIT REQUIREMENT :**   1. A review of actions taken from non -conformities identified during the previous audit. 2. Internal audit and Management review. 3. Treatment of complaints. 4. Effectiveness of the management system with regard to achieving the certified client’s objectives. 5. Progress of planned activities aimed at continual improvement. 6. Continuing Operational control. 7. Review of any changes   8.Use of marks and/or any other reference to certification | {cn\_32} | **{ev\_32}** |
| **RECERTIFICATION AUDIT:**   1. Effectiveness of the management system in its entirety in the light of internal and external changes and its continued relevance and applicability to the scope of certification. 2. Effectiveness and improvement of the management system in order to enhance the overall performance. 3. Whether the operation of the certified management system contributes to the achievement of the Organization’s policy and objectives | {cn\_33} | **{ev\_33}** |

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| **Site details**  **Site name**  **No. of. Employees working in site**  **Activities carried out in site**  **Records maintained in site** | **C/NC**  **{cn\_34}** | **Evidences**  **{ev\_34}** |